

Molendinar Park Housing Association

Minutes of the Management Committee Meeting held in the Offices and Remotely via MS Teams on Tuesday 17th February 2026 at 6pm

Committee Member	Role	Staff In Attendance	Role
F Sheeran	Chairperson (online)	S Rae	Acting Director
A Scott	Vice Chairperson (In Person)	S Paton	Corporate Services Officer
C McKinlay	Committee Member (In Person)	B Anderson	Finance Officer
C Boyle	Committee Member (online)	R Davis	Customer Services Assistant (<i>minutes</i>)
M Johnston	Committee Member (online)		
M Harkness	Committee Member (In Person)		
C Peacock	Committee Member (In Person)		
N Thumath	Committee Member (In Person)		

The Meeting is Quorate

1. Welcome

The Chair welcomed everyone to the meeting.

2. Apologies and Declarations of Interest

Apologies were received from M O'Donnell.

3. Minutes of the Previous Meeting & Matters Arising

The minutes were proposed by C McKinlay and seconded by N Thumath and noted as a true and accurate record of the meeting that took place on Tuesday 20th January.

There were no matters arising.

4. Actions from Previous Meeting Report

The Corporate Services Officer advised the Committee that a report concerning drug paraphernalia within the community had been presented to the previous Services Sub-Committee, in line with the agreed action after last discussion at the previous meeting. The Corporate Services Officer confirmed that an update on the Baltic Street Adventure Playground would be provided within the Director's Report. The Committee noted the actions in the report.

5. Management Committee – Application

The Corporate Services Officer informed committee that the association had received an application to the management committee from M Harkness. The Corporate Services Officer highlighted the key information on his application and noted that he had been nominated by committee member N Thumath.

M Harkness was duly elected to the Management Committee of MPHA

The Corporate Services Officer explained that, following A. Gillespie’s resignation, the resulting casual vacancy could now be filled by M. Harkness. The Corporate Services Officer added that they would contact M. Harkness in the coming days to arrange the required documentation and training.

6. Membership

There were no new applications for membership.

7. Use of Seal

None

8. Notifiable Events

a) Internal Auditor – Business Name Change – Closed NE

The Corporate Services Officer informed committee that the notifiable event sent to the Scottish Housing Regulator regarding the internal auditor name change had been closed, as per the e-mail notifications that were sent to committee members.

9. Assurance Reporting – Whistleblowing, Notifiable Events and Statutory Returns

The Corporate Services Officer has been bringing a series of reports to committee each month as part of the on-going assurance framework. This month the report focuses on Whistleblowing, Notifiable Events and Statutory Returns.

The Corporate Services Officer informs committee that in reviewing the evidence the association has an up-to-date whistleblowing policy, and all staff are up to date with whistleblowing training. Corporate Services Officer also notifies committee that not all committee members have completed whistleblowing training and this will be a priority to complete. The association has a notifiable events policy, a notifiable events register which is regularly presented to committee – in addition to the standing notifiable event agenda item. Committee noted the report and the Chair asked all committee members to ensure they are up to date with their training, and to contact the Chair or Corporate Services Officer if there were any issues.

10. Monitoring Reports

a) Internal Audit Report on Cyber Security

The Corporate Services Officer noted that following the recommendations from the internal auditor on cyber security, the associations IT supplier Hiper has provided an action plan on how they will fulfil the recommendations set out in the audit. The Corporate Services Officer can provide this to committee members if required. The Chair asked how the association will comply in relation to paper records, the Corporate Services Officer said that the association has all records for staff and tenants digitised. The committee noted the report.

11. Committee Digest & Committee Training

The Corporate Services Officer provided report to committee with relevant information from the sector for committee to be aware of.

a) Committee Recruitment – Verbal Update

Corporate Services Officer notified committee that the casual vacancy has now been filled by M Harkness. The association is still recruiting and have received two further applications and one expression of interest. The Corporate Services Officer and the Chair will arrange a date where they can meet with applicants. The Corporate Services Officer also provided committee with information on the background of the applicants. Committee noted the update.

12. Entitlements, Payments and Benefits Policy

This Policy was brought to committee by Corporate Services Officer.

This is an update to an existing policy and is a standardised SFHA policy across the housing sector. The Corporate Services Officer explained to committee that the policy largely remains the same but thresholds for monetary value gifts were updated to reflect inflationary increases.

The Corporate Services Officer notified the committee that the policy is still awaiting an appendix with the list of contractors. This list will be added to Committee SharePoint once reviewed by staff. C Boyle asked if this policy deviates from the model rules of the association. Corporate Services Officer confirmed that this wasn't the case.

<p>The Management Committee approved the Entitlements Payments and Benefits policy and will review this in 3 years or when there is an update, whichever is sooner.</p>

13. Management Accounts

The Finance Officer reported on the Q3 Management Accounts.

As of 31 December 2025, the projected budget for comprehensive income was £268.3k but the actual result was £402.1K, resulting in a favourable variance of £133.8k. This variance arises from various over- and under-expenditures.

Key points include Stage 3 HAG had a £8.77k adverse variance due to reduced grant funding and reduction in requests, this will be permanent variance.

Management Expenses saw a £68.7k favourable variance due to, amongst other things, new staff member budgeted for full year but did not start until Q2, other new staff member started at bottom of scale. Heat and Light underspend as expected due to summer months. IT expenses are underspent due to new IT provider and fewer call-outs. Legal & Professional underspent as some costs have now been moved to the 26/27 budget.

Reactive Maintenance/Voids had a £34k favourable variance due to less activity than anticipated. Cyclical Maintenance and major repairs have overall adverse variance of £24.7k due to work painter work budgeted in 24/25 carried out in 25/26. Service Costs had an adverse variance 9.8k due to facade work which had not been budgeted for.

There was a gain on sale of flat 0/2, 7 Moore Street (£22.5) which was unbudgeted tranche up sale of 50% of property.

Tangible Fixed Assets were £40.7k over budget in Q3, however this should level out over the rest of the year. Talk through snapshot of actual v budget. Other fixed assets very slightly under budget.

Current Assets included a £31.36k increase in cash, the cash balance at the period end is £1.763M.

Current Liabilities decreased by £155k primarily due to sundry creditors (after the reallocation of the MTR Grant to deferred income) and purchase ledger control. In Q3 two NBS loans were repaid early and there was a payment towards a third NBS loan. The opening net pension liability of £209k was due to the receipt of the pension scheme actuary's measurement at 31st March 2025.

There is no movement in year as DB accounting is performed at the year end and there are no past service contribution payments for 25/26.

KPIs are all lower than budget except Cyclical and Planned Costs which were slightly higher.

It was noted that the Association remains stable and cash balances at the period end are above the budget projections. The 12-month cashflow projection to December 26

shows a manageable net outflow however the immediate areas of risk are overheads/maintenance costs (as inflation remains above the BOE target) and impact on arrears recovery from tenants.

C Boyle asked the Finance Officer about Flagstone who can help the association receive better interest rates, save time and resources; similar to what citrus offers for facilities. Finance Officer informed committee that the finance agent conducts a market sweep to find association best deals. The Finance Officer asked C Boyle to send an email with more information on Flagstone and Finance Officer will speak to finance agent and investigate further.

14. Services Sub Committee Minutes

C McKinlay provided an overview of the main points of the previous Services Sub Committee meeting on the 3rd of February 2026.

A typo was noted on the draft minutes and will be updated before they are approved by the next sub-committee meeting in May.

15. Procurement Policy

Chair informed the committee that this policy had been referred to the Management Committee from the Services-Sub Committee. The Committee confirmed that they had read the policy.

The Acting Director provided an overview of the policy updates and noted that the main change was the procurement thresholds.

The Committee approved the amendment to the Procurement Policy.

16. Director's Report

The Acting Director informed the committee that a meeting will need to be arranged to formally approve Director's secondment to Reidvale Housing Association. The Acting Director and Chair will arrange a date for this in the coming days.

The Acting Director also notified committee that the association is recruiting for the vacant housing assistant post, with a shortlist being confirmed today and interviews to take place on 24th February 2026.

The buyback that the Acting Director had previously taken to committee in Dalmarnock has since fell through as the owner is no longer in a position to sell. The 85% grant that GCC were offering for the buyback was only available until the end of the financial year.

The Acting Director also notified the committee that the office refurb will be undertaken in the next 3-4 months.

The Acting Director is also conducting a signatory update for the bank. The Acting Director will inform committee when and how to do the Docusign.

The Acting Director also informed committee that there is no movement on the license agreement proposal being received from Baltic Street Adventure playground.

17. Delegates Reports

a) Meat Markets Regeneration CIC

The Chair informed the committee that progress had slowed down over the festive period. The accounts are currently being reviewed and will be submitted to Companies House.

b) Safe Injection Site – Thistle Centre

The Chair informed the committee that there's still a lot of misinformation and a consultation with local stakeholders was being carried out.

18. Affiliations

a) Glasgow West Scotland Forum – Decision

The Corporate Services Officer told committee that the Association had received a request to re-affiliate with GWSF. The committee discussed the usefulness of this affiliation and benefits of this affiliation. C McKinlay asked if this fee was a big increase on previous years. The Corporate Services Officer confirms that this is an inflation-only increase on previous years.

The Committee approved the re-affiliation to Glasgow West of Scotland Forum.
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19. Dates for Your Calendar

The next management committee meeting will take place on Tuesday 17th March. The Chair may have to put in his apologies for this meeting and will confirm with Corporate Services Officer as soon as possible.

20. AOCB

None.

21. Date and Time of Next Meeting

Tuesday 17th March 2026

22. Meeting Close

Meeting closed 18:59.